

Training

When it Comes to Careers . . .

You Have



Using Utah's Career Information Delivery System

By Kris Dobson

*Career explorers in Utah have a valuable ready-to-use tool to assist them across the "EXPLORE-PLAN-APPLY" process. Utah **Choices** is available in most high schools, in every DWS Employment Center (<http://jobs.utah.gov/Regions/EC.asp>), and other community agencies across the state.*

- **People in search of career information** should consider using Utah's **Career Information Delivery System (CIDS) – Choices** and **eChoices**.
- Virtually every public high school student has **access to Choices** courtesy of their school.
- Other **career explorers** can use **Choices** at Department of Workforce Service Centers.
- **eChoices** – the Internet version of our CIDS – can be accessed using a code available from licensed sites.
- These programs can help you find **education and training** that best match your needs and wants.
- You can also learn about the **occupations** to which you're most suited based on the characteristics you choose.
- Other tools offered in **Choices** and **eChoices** include **assessments**, **financial aid** information, a **résumé** writer, and an electronic **career portfolio**.



The career planning process might be summarized as three types of activities within a never-ending cycle: **Explore** – **Plan** – **Apply**! As career planning is a lifelong process, you may have experienced one or more of these types of activities a number of times. If you had the advantage of using **Choices**, you might already understand the benefits. For example, you can **EXPLORE** your career interests, work values, and skills using a variety of assessments in **Choices**. **Explore** over 600 occupations – including information about skills requirements, average earnings, and state outlook. **Explore** over 7000 schools that offer postsecondary training, and find sources of financial aid to support your education. **PLAN** your post-high school courses using the "electronic portfolio" that enables you to identify the classes that best support your education and career goals. **APPLY** to your choice of postsecondary institutions via Internet hyperlinks and common electronic application forms.. **Apply** for jobs listed on Utah's Job Bank with the support of a well-written résumé and improved interviewing skills.

For more information, you are welcome to contact Kris Dobson, Utah CIDS Director
Email: (UTChoices@aol.com)
or phone 1-800-733-7887.